



## Invitation to Bid HNS 19-13

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>319 Mattoon St</b>		<b>SAFE HOME CHARLOTTE</b>
Bid Walk: <b>9/6/18 at 10:00 am (THURSDAY)</b>		
Bid Opening: <b>9/13/18 at 2:00 pm (THURSDAY)</b>		
Client Name: Myra Johnson		Lead and rehab
Project Manager: Elizabeth Lamy		Contact Number: 704-620-9090

**Bid Walk and Bidding Instructions:**

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid. The day of a bid walk the best way to reach me is at Elizabeth Lamy (cell # 704-620-9090).

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be opened at 600 East Trade St. immediately following the above due date and time.**



**SAFE HOME**  
**CITY OF CHARLOTTE**  
HOUSING & NEIGHBORHOOD SERVICES

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 319 Mattoon St be funded through the City of Charlotte Housing & Neighborhood Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Addenda # 1 Dated: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Addenda # 2 Dated: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

**Project Schedule:** *Minimum Start Date - upon issuance of NTP*

**Completion Deadline:** (please provide projected completion date with bid submission)

***Please Print and Sign:***

Company Name/Firm: \_\_\_\_\_

Authorized Representative Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



### **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Elizabeth Lamy Santos  
Rehabilitation Specialist  
City of Charlotte  
Housing and Neighborhood Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 336-3333  
Cell: (704) 620-9090

# Work Specification

Prepared By:  
City of Charlotte Housing & Neighborhood Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address: 319 Mattoon St  
Charlotte, NC 28216

Owner: Myra Johnson

Owner Phone: Home: (980) 875-8460

Structure Type: Single Unit

Program(s): Tested- HAS LEAD

Square Feet: 842

Safe Home FY 2018

Year Built: 1963

Property Value: 68300

Tax Parcel: 06903927

Census Tract:

Property Zone: Council District 2

## Floor System Repair

### BATHROOM - MAIN

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists and insulating floor to code.



Bid Cost:  $\frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$

## Resilient Flooring

### BATHROOM - MAIN

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



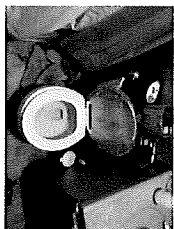
Bid Cost:  $\frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$

# Work Specification

## 17" Height Commode Replace

## BATHROOM - MAIN

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

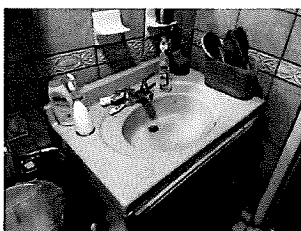


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Vanity/ Counter Top/ Sink

## BATHROOM - MAIN

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates. Vanity medicine cabinet/mirror to remain.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Prep & Paint Room Semi Gloss

## BATHROOM - MAIN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Fiberglass Bathtub

## BATHROOM - MAIN

Install a 5' white Swan or equivalent fiberglass bathtub. Caulk all seams and penetrations. Include new single handled tub/shower diverter valve and drain.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Ceramic Wall Tile

## BATHROOM - MAIN

Install owner's choice ceramic wall tile over cement fiberboard with troweled adhesive. Include preformed base, cap, stop, return and trimmer pieces to complete installation. After at least 24 hours drying time, apply latex based portland cement grout. Clean all excess grout and apply mildew resistant white silicone caulk at all seams, fixture lips and pipe penetrations.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Room Semi Gloss

## BATHROOM - MAIN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

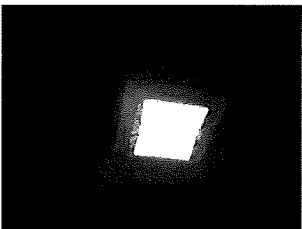


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Ceiling

## BATHROOM - MAIN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Drywall Entire Room

## BATHROOM - MAIN

Remove all gypsum, paneling, lathe and plaster or miscellaneous wall coverings to expose framing. Add insulation as required by code. Glue, nail and screw new drywall. Apply tape and 3 coats of joint compound to achieve a professional finish. Wet sand ready for paint.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## GFCI Receptacle 20 AMP

## BATHROOM - MAIN

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Carpet & Pad

## BEDROOM

Contractor to move furniture as required to complete carpet installation and return furniture. Remove existing carpet, pad, tack strips and metal edge strips to a code legal dump. Install 28oz or better low VOC carpet over 6 lb. rebond pad including new tack strips and metal edging. Owner's choice of color and style.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Carpet & Pad

## BEDROOM 2

Contractor to move furniture as required to complete carpet installation and return furniture. Remove existing carpet, pad, tack strips and metal edge strips to a code legal dump. Install 28oz or better low VOC carpet over 6 lb. rebond pad including new tack strips and metal edging. Owner's choice of color and style.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Exterior Aluminum Siding

## EXTERIOR

## Exterior

Prep and paint all exterior painted surfaces. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

\*\*\*For painting aluminum siding, please use an oil-based primer and 100% acrylic paint. DO NOT use latex as it causes damage to aluminum.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

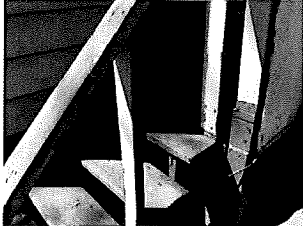
# Work Specification

## Exterior Steps Replace - Rear Exit

EXTERIOR

Exterior

Replace existing wood steps and stringers to Code. New treads shall be two 2" x 6" spaced 1/2" apart, and have 2" 12" stringers. Wooden handrails should include pickets installed to Code. Entire stair system should be constructed using pressure-treated lumber.



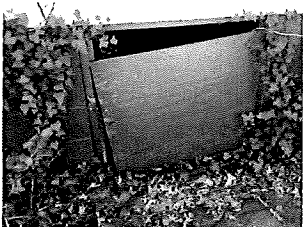
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Crawl Space Access Door

EXTERIOR

Exterior

Install a 3/4" pressure treated plywood access door in a 2" x 4" pressure treated frame. Provide galvanized iron hinges and hasp.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Aluminum Storm Door - Rear Exit Door

EXTERIOR

Exterior

Install an aluminum combination storm and screen door. Complete with self closer and locking hardware.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Repaint/Refinish Wrought Iron Railing and Columns

EXTERIOR

Exterior

Remove rust and deteriorated paint, prime and repaint wrought iron railings and support columns.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$



# Work Specification

## Prep & Paint Exterior Masonry

EXTERIOR

Exterior

Protect ground with drop cloth. Scrape or pressure wash all loose, peeling, cracked, and blistered paint from surface. Spot prime with latex primer. Paint one top coat with latex. Color choice by owner.



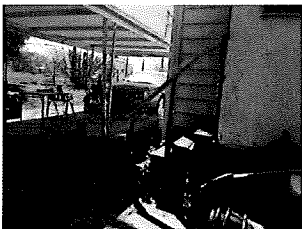
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Deteriorated Siding Removal and Guard Rail Installation

EXTERIOR

Exterior

Remove and properly dispose of all wooden siding and window from around the rear stoop. Install guard rails along exterior edge of stoop following the removal of the siding. New guards are to be constructed of treated lumber and tied into new handrails serving the steps. Construct size and dimension of guard rails to Code.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Portable Toilet

GENERAL REQUIREMENTS

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Permits Required

GENERAL REQUIREMENTS

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Dumpster

GENERAL REQUIREMENTS

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

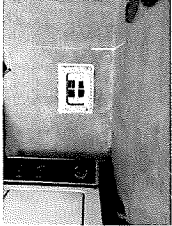
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Electric Service 200 AMP

### GENERAL REQUIREMENTS

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Smoke Detector Hard Wired

### GENERAL REQUIREMENTS

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

\*\*\*Price is for (2) detectors.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Combination CO / Smoke Detector Hard Wired

### GENERAL REQUIREMENTS

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Exterminate Insects - Roaches

### GENERAL REQUIREMENTS

Exterminate for insects. Include a one year warranty. All extermination shall be performed by a licensed contractor.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Gas Pack

### GENERAL REQUIREMENTS

Install combination AC/furnace unit, minimum 14 SEER design per manual J and Manual D for this home.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

See Attached Lead Scope

## GENERAL REQUIREMENTS

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

### Gas Water Heater - Code Compliance

#### HALL

Remove existing water heater and install a catch pan drained to the exterior. Install an expansion tank, discharge tube to within 6" of floor or to outside of structure, shut-off valve and electric supply. Re-install existing water heater.

\*\*\*Price should also include floor system repair that may be necessary from previous leaks. This could include subfloor repair, as well as possible structural repair.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

### Floor System Repair

#### KITCHEN

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists and insulating floor to code.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

### Laundry Washer Connection Box

#### KITCHEN

Install PVC vent pipe through the roof, laundry connection box with hot and cold hose bibbs, and 20 amp outlet on a separate circuit to service a washing machine.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Resilient Flooring

## KITCHEN

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

\*\*\*If sheet material is selected, installed material is to have no seams. If this is unavoidable, provide a price for vinyl plank flooring.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Cabinets Base

## KITCHEN

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

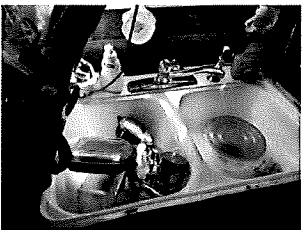


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Double Bowl Sink Complete

## KITCHEN

Install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Counter Tops Replace

## KITCHEN

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Cabinets Wall

## KITCHEN

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Range Hood Exterior Vented

## KITCHEN

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Prep & Paint Room Semi Gloss

## KITCHEN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Prep & Paint Ceiling

## KITCHEN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

GFCI Receptacle 20 AMP

KITCHEN

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

\*\*\*Price is for (2) outlets.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

LEAD ABATEMENT SCOPE OF WORK  
& INSTRUCTIONS TO BIDDERS

3-Aug-18  
319 Mattoon St

Address

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	Exterior - Side C Door Casing and Jamb	Scrape loose paint and re-paint.	1		
2	Exterior - Side A Door Jamb	Scrape loose paint and re-paint.	1		

Total

Contractors may submit an occupant protection plan on the form provided.

NOTES: Complete all interior work in a unit in a single day.

- 1 Allow for replacement of 50 board feet of rotted wood.
- 2 Unless otherwise noted any window or door removal and replacement includes frame and trim on both sides.
- 3 In lieu of complete removal, window frames may be enclosed with vinyl on exterior in accordance with all project manual requirements.
- 4 Contact EI Group to conduct inspections prior to repainting or other putback and after vinyl siding installation.
- 5 Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#		

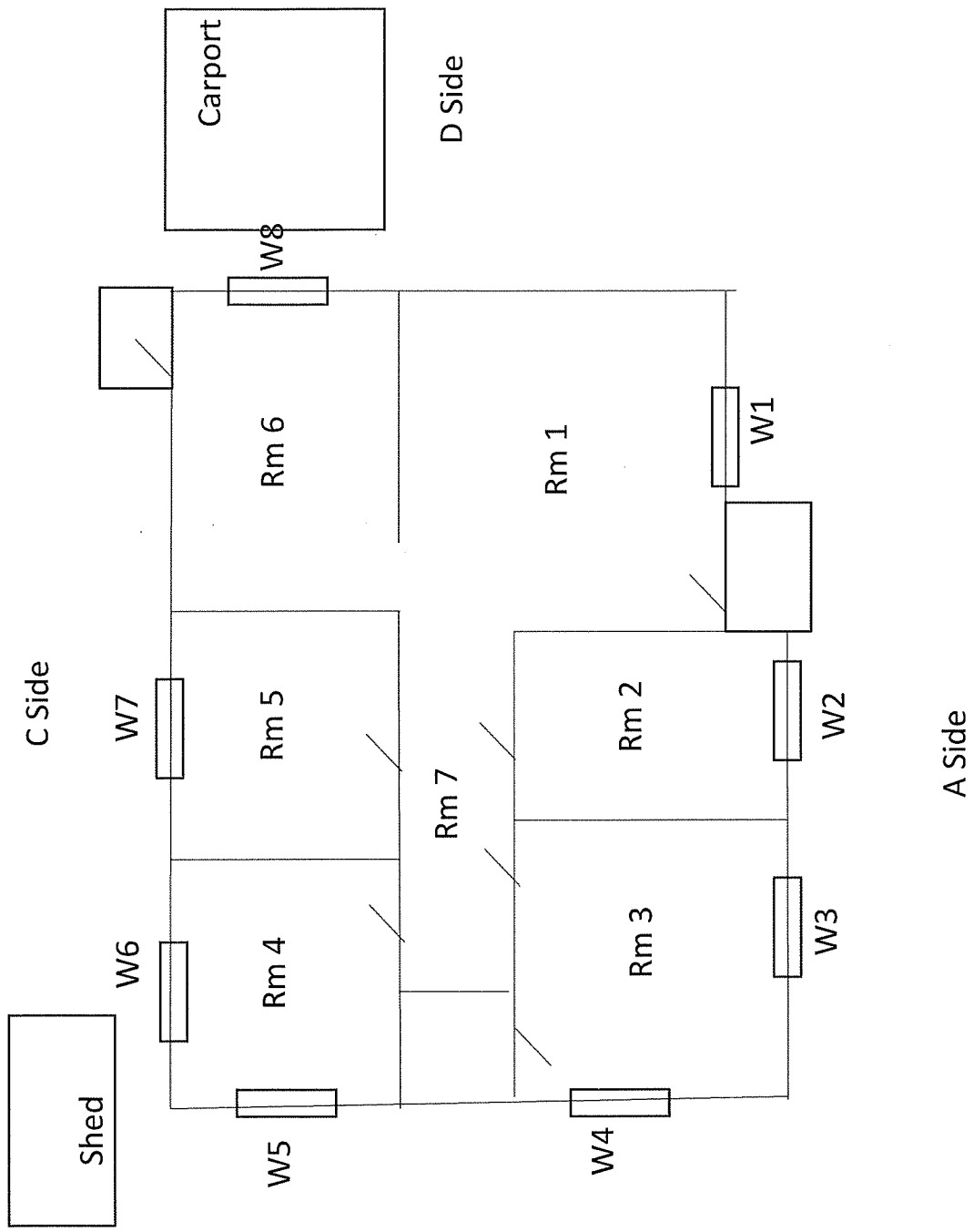
The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

Phone:



319 Mattoon St.  
Charlotte, NC

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